

Wayland Public Schools Directory Information Notice

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Wayland Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Wayland Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Wayland Public Schools to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Awards or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to school support organizations (PTOs, Boston Parent Council, CAPA, WPSF, Boosters) and companies that take school pictures, manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. ¹

If you do not want Wayland Public Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District by completing the [WPS Directory Information and Publishing OPT/OUT form](#). Wayland Public Schools has designated the following information as directory information:

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| ● Student name | ● Participation in activities and sports |
| ● Address | ● Weight and height |
| ● Telephone | ● Degrees, honors, and awards received |
| ● School eMail | ● Recent school attended |
| ● Photograph | ● Student ID or unique user/student identifier |
| ● Date and place of Birth | ● Post HS Plans |
| ● Major field of study | |
| ● Dates of attendance | |
| ● Year of Graduation | |

¹ These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).